

25th April 2024

LONGSTOWE PARISH COUNCIL

<http://www.longstoweparishcouncil.co.uk>

Chairperson Ms Barbara Cooper
The Dene, Old North Road
Bourn
Cambridge CB23 2TZ

Clerk Ms Sharon Brown
29 High Street
Longstowe
Cambridge CB23 2UN
LongstowePC.clerk@hotmail.com

LONGSTOWE ANNUAL PARISH MEETING

Thursday 25th April 2024

Longstowe Village Hall from 7.00 pm

Tea / coffee served from 7pm

7.15 pm Meeting to start

Welcome

Apologies for absence

Minutes of the Open Parish Meeting April 2023

Parish Council Report – Chair, Barbara Cooper

Village Hall Committee Report – Chair, Peter White

Sports / Cricket Club – President, Dick Murden

Longstowe History Society – Steve Owen

Footpath Warden Report – Ben Holland

Other subjects for discussion to include:

Village sign

Speed monitoring

**This is your meeting, your chance to speak, ask questions and
volunteer for anything to do with Longstowe**

Following on from the Annual Open Parish Meeting is the April Parish
Council Meeting

All are also welcome to stay to this meeting.

Longstowe Parish Council will meet at **Longstowe Village Hall**, on **Thursday 25th April 2024** at, **following the Annual Parish Meeting**, for the purpose of transacting the following business.

Members of the public and press are invited to address the Council at its Open Forum at the beginning of the meeting.

AGENDA

- 121 APOLOGIES FOR ABSENCE
- 122 TO SIGN AND APPROVE THE MINUTES OF THE OF THE 5TH MARCH PLANNING MEETING AND 21ST MARCH PARISH COUNCIL MEETING.
- 123 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS
- 124 MATTERS ARISING/TO REPORT FROM PREVIOUS MINUTES (FOR INFORMATION ONLY) – COUNCIL TO REPORT THE FOLLOWING
- a) Speed monitoring.
- 125 FINANCE
- a) Accounts update - mid-March to mid-April 2024.
 - b) CAPALC Affiliation 2024/25 £182.12 and Data Protection Officer Membership Scheme £50.00, total £232.12.
 - c) Eyelid Productions annual invoice - website hosting, domain name £100.00.
 - d) OPUS Energy DD Mar - Oct 2023 – Mar £14.76, Apr £253.20, May £258.24, June £248.76, Jul £256.97, Aug £255.60, Sept £246.88, Oct £132.61.
 - e) SSE Energy DD 2023 - Oct £32.22, Nov £95.96, Dec £102.58. DD 2024 - Jan £102.58, Feb £95.96.
 - f) OPUS Energy - gesture for inconvenience DC £25.00.
 - g) Utility Aid Error Refund for Apr -Sept 2023 inclusive, DC £1,360.87.
 - h) Clerk's Pay and Expenses - mid-Mar - mid-Apr 2024, tbc. HMRC tbc.
- Annual Governance and Accountability Return (AGAR) 2023/24 and other financial statements:
- a) AGAR Section 1 – Annual Governance Statement 2023/24.
 - b) AGAR Section 2 – Accounting Statements 2023/24.
 - c) Certificate of Exemption, if agreed by Internal Audit.
 - d) Analysis of variances.
 - e) Bank Reconciliation.
- Other Financial statements: Cash Book, Asset List.
- 126 TO CONSIDER PLANNING / LICENSING APPLICATIONS
- a) SCDC - Statement of Principles/Policy under the Gambling Act 2005 – review.
 - b) SCDC - Street Trading Policy – review.
- 127 TO CONSIDER OTHER MATTERS
- a) Bus shelters.
- 128 CORRESPONDENCE RECEIVED
- For information – details available from the Clerk***
- a) Little Gransden Aerodrome Local Consultative Committee draft minutes of 10/4/2024 (circ).
- 129 SYKLARK – TO CONSIDER ANY EDITORIAL ISSUES
- 130 DATE OF NEXT PARISH COUNCIL MEETING: THURSDAY 23RD MAY 2024, AT 7.15 PM, AT LONGSTOWE VILLAGE HALL.

SIGNED BY
Clerk/Proper Officer



DATE APRIL 2024